



**Farmington Community Library
Board of Trustees Meeting
Thursday, November 10, 2022
6:00 p.m.**

Contact Trustees

<http://www.farmlib.org/contact-the-library-board/>

Farmington Community Library

FARMLIB.ORG

Farmington Community Library Board of Trustees
Regular Meeting – 6:00 p.m.
November 10, 2022

- **Call to Order (6:05)**
- **Approval of Agenda**
- **Minutes**
 - Approval of Minutes - Regular Board Meeting -October 14, 2022
- **Treasurers Report (6:10-6:15)**
 - Operating Bills
 - Approval of October 2022 Bills
- **Fast Forward Libraries (6:15-7:45)**
- **Friends of the Library**
- **Director's Report (please read prior to meeting)**
 - Facilities Report
- **Sub-Committee Updates**
 - Strategic Planning Committee
 - Personnel Committee
- **Unfinished Business**
- **New Business**
 - Retiree health benefits
- **Correspondence**
- **Public Comment (3 minutes per person)**
- **Adjournment**

Farmington Community Library Board Trustees
Board Meeting - 6:00 p.m. – October 13, 2022
Draft

Board Members Present: Brown, Hahn, McClellan, Stryd

Board Members Absent: Duron-Willner, Murphy, White

Staff Members Present: Siegrist, Peterson, Wrench, Showich-Gallup, Allbery

Staff Members Absent: None

CALL TO ORDER

The Board Meeting was called to order at 6:05

APPROVAL OF AGENDA

MOTION by Stryd to approve the Agenda for the September 8, 2022 Board meeting, was supported by Brown.

Vote: Aye: All in favor

Opposed: None

Motion passed.

APPROVAL OF MINUTES

MOTION by Stryd to approve the Minutes of the Regular Board Meeting on April 14, 2022, was supported by Hahn. Motion to approve with the following edit: add Kelly to the list of Board Members present.

Vote: Aye: Hahn, Stryd

Opposed: None

Abstain: Brown, McClellan

AUDIT PRESENTATION (Plante Moran)

“Clean” opinion on audit, which is the highest level. No material weaknesses or deficiencies identified. We are in sound financial condition.

BUDGET AMENDMENT (Plante Moran)

MOTION by Brown to support the amendments presented by Plante Moran, total amendment to revenue: increase of \$126,405. Total amendment to expenditures: increase of \$51,405, was supported by Hahn.

Vote: Aye: All in favor

Opposed: None

Motion passed.

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OPERATING BILLS

MOTION by Brown that the Board of Trustees approve expenditures totaling \$436,629.65 was supported by Stryd.

Vote: Aye: All in favor

Opposed: None

Motion passed.

FINANCIAL REPORT

MOTION by Brown to receive and file the operating bills, was supported by Hahn.

Vote: Aye: All in favor

Opposed: None

Motion passed.

FRIENDS' REPORT

- Privileged to be a part of the Extravaganza.
- Provisional approval for \$50,000 requested by Kelley.
- Great registration numbers for Maria Benedict event on October 20. Book Beats will be selling her books at the event.
- Membership letters going out soon.
- Looking for 5 more board members.
- Still working toward Bronze rating with Guidestar Charity rating.
- Hoping to get new members.
- United for Libraries had a wonderful webinar on marketing that is worth checking out.
- Kudos to Kelley for hiring a marketing and community director.

LIBRARY DIRECTOR'S REPORT (Kelley Siegrist)

- Extravaganza was a wonderful success, with over 2,100 people in the building (doesn't include the people that only enjoyed the outside activities).
- Ernie and Maria gave a presentation to the school board. A great connection.
- Strategic planning underway. Survey open until October 31.
- Space Utilization is hoping to be ready to be presented in December.
- The Farmington City Council interviewed two good candidates for trustee, should decide at their next meeting.
- The State Aid report should be sent out by November 1.
- Hawk partnership hopefully will materialize.
- Staff Day is November 11, FastForward Libraries will present in the morning. Breakout session in the afternoon.
- Thursday night Raven readings downtown throughout this month.
- Literacy and Literacy at a local school, parents sat with children and read to them.

Staff Highlight: (Melanie Allbery, Early Childhood Specialist)

- 1000 Books before Kindergarten
- Vox and iVox
- Calendar with early literacy ideas for every day of the month.

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- Parent Workshops over Zoom, most on the YouTube channel.
- Homeschool Explorations

FACILITIES REPORT (Donald Wrench)

- Firewall- vendor ordering door should begin installation in the next couple of months, should take about 6 weeks. The Fire Department has been kept up to date.
- Liberty Street doors look wonderful, a great update to the building.
- HVAC is almost complete.
- Baby Room (12 mile) is complete.
- New Outdoor Building signs in place.
- Liberty Fire alarm not connected to monitoring system, 12 mile has two.

COMMITTEE REPORTS

Strategic Planning

No report.

Personnel Committee

- Director evaluation sent out.
- Working on finding an anonymous 3rd party reporting system through a vendor.
- Seeking vendors to complete job descriptions, policy and salary review.

UNFINISHED BUSINESS

- Book mobile, very costly. Will look into the price for Book Mobile van.

NEW BUSINESS

- Strategic Planning Board Retreat needs to be scheduled. Crystal will send out some suggested dates to trustees.

CORRESPONDENCE

None

PUBLIC COMMENT

None

ADJOURNMENT

MOTION by Hahn to adjourn the Board Meeting, was supported by Brown.

Vote: Aye: All in favor

Opposed: None

Motion passed.

**Farmington Community Library Board Trustees
Board Meeting - 6:00 p.m. – October 13, 2022
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The Board meeting was adjourned at 7:34 pm by Vice-president McClellan. The next meeting of the Library Board is scheduled for Thursday, November 10, 2022, at 6:00 pm.

Respectfully Submitted,

Megan Stryd
Library Board of Trustees

Director's Report November 2022

Patron Comments

Included in your Board packet.

Monthly Birthday Celebrations

October birthdays included Hannah Hering, Collen McWhinnie, Merrie Matheny, Mary Zechar, Bob Montgomery, Madeline Stevens, Anna Granch, Crystal Corcoran

Strategic Plan

Community Survey has closed. Raw data was shared with strategic planning committee and Board. Interviews are complete. Focus Groups will take place in the next few weeks.

New Event Calendar

Our new event calendar will roll out on December 9. Staff are currently in training to learn the ins and outs of adding programs, printing marketing materials, and handling room reservations.

Food Truck Tuesdays

A new series will be starting in the Spring – Food Truck Tuesdays. On the 4th Tuesday from April – September, we will have a food truck in the parking lot of the Twelve Mile Library. We will also have local businesses and community organizations at the event. The idea is to grab some lunch, learn about the library, community organizations, and local businesses. Maria Showich-Gallup, Jill Baker, and Sherri Vaughn are planning the program.

Giving Tuesday

Giving Tuesday is November 29. In brainstorming ideas on the best way to market this for the Friends, it was decided that we would connect Giving Tuesday donations to supporting a Library of Things. This way anyone donating will know exactly what the money would go toward. The Friends will be marketing this to their current members through an email blast, we will have it in our newsletter, and on social media.

Library Mobile App

We have started the process for implementing the Library Mobile App. Look for this to launch in late January. Pat McCormick, Sharon Lu, Sarah Zitter Masindi, and Megan Drozan are working together to get this up and running.

Author – Marie Benedict Program

Marie Benedict was a huge hit with the audience. She was engaging, personal, and shared a peak into her process for researching information for her books. We had an attendance of about 238 – most of whom were attending virtually. Rave reviews came through on the survey and many noted they would like more programs such as this. Many thanks to the Farmington Friends of the Library for sponsoring the program. And, also, many thanks to Rebecca Brown, the facilitator and Crystal Corcoran who was Rebecca’s wingman.

AV Equipment Upgrade

We are so excited to have updated AV equipment in both Conference rooms and the Board room! The Auditorium at FH and Meeting Room at FA will be completed sometime in the first quarter of 2023 as that equipment has a longer wait time.

Submitted by

Kelley Siegrist
Director

COMMENTS FOR NOVEMBER MEETING

① In this day and age, I realize that the Library must use a lot of plastic bags. I was wondering, if the Library has considered using paper bags? It's so much better for the environment which we all need to consider.

② I'm interested in a conversational French group — evening. Perhaps others are too.

What made your Library visit special?

③ THE HEADSHOT CLINIC WAS AWESOME!! WHAT A GREAT COMMUNITY EVENT! PLEASE HOST AGAIN IN THE FUTURE IF POSSIBLE

Turn over to leave a suggestion for Library staff.



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November 7, 2022

To: Kelley Siegrist, Library Director
Farmington Community Library (FCL) Board of Directors

Re: October 2022 Monthly Financial Statements

Enclosed are the following Monthly Financial Statements for your review:

1. Check Register
2. Balance Sheet – General Fund
3. Revenue & Expenditure Report – General Fund
4. Balance Sheet – Endowment Fund
5. Revenue & Expenditure Report – Endowment Fund
6. Balance Sheet – Capital Reserve Fund
7. Revenue & Expenditure Report – Capital Reserve Fund
8. Investment Report

Note: We are unable to obtain online banking access to the Liberty Endowment account located at Fidelity. This account will be updated upon receipt of the paper statement.

Thank you.

Disclaimer: These financial statements have not been subjected to an audit, review or compilation engagement, and no assurance is provided on them.

Farmington Community Library Check Register

Date	Payee	Document No	Amount	Cleared
10/12/2022	10126--Michigan Employers Retirement		4,566.80	10/31/2022
10/12/2022	10126--Michigan Employers Retirement		1,408.82	10/31/2022
10/12/2022	10126--Michigan Employers Retirement		1,280.73	10/31/2022
10/12/2022	10126--Michigan Employers Retirement		3,666.95	10/31/2022
10/12/2022	10126--Michigan Employers Retirement		2,535.35	10/31/2022
10/12/2022	10140--ADP, LLC		36.16	10/31/2022
10/12/2022	10140--ADP, LLC		23,007.56	10/31/2022
10/21/2022	10140--ADP, LLC		3,960.86	10/31/2022
10/21/2022	10140--ADP, LLC		350.35	10/31/2022
10/26/2022	10126--Michigan Employers Retirement		2,535.06	10/31/2022
10/26/2022	10126--Michigan Employers Retirement		(2,535.35)	10/31/2022
10/26/2022	10126--Michigan Employers Retirement		4,643.93	10/31/2022
10/26/2022	10126--Michigan Employers Retirement		1,408.82	10/31/2022
10/26/2022	10126--Michigan Employers Retirement		1,360.01	10/31/2022
10/26/2022	10126--Michigan Employers Retirement		3,687.93	10/31/2022
10/26/2022	10126--Michigan Employers Retirement		2,535.35	10/31/2022
10/26/2022	10126--Michigan Employers Retirement		22,662.46	10/31/2022
10/26/2022	10140--ADP, LLC		36.16	10/31/2022
10/26/2022	10140--ADP, LLC		23,667.70	10/31/2022
			100,815.65	

Bank: Bill.com Clearing - Bill.com Money Out Clearing Account No:

10/07/2022	10128--National Time & Signal Corp		325.00	In Transit
10/07/2022	10334--FastSigns		107.28	In Transit
10/07/2022	10040--Foster, Swift, Collins & Smith		607.50	In Transit
10/07/2022	10023--Witt Mechanical, Inc		380.00	In Transit
10/07/2022	10031--Quill LLC		1,701.94	In Transit
10/07/2022	10063--City Of Farmington - Water		6,460.61	In Transit
10/07/2022	10220--PTS Communications		150.00	In Transit
10/07/2022	10038--Douglas Moye		185.00	In Transit
10/07/2022	10464--International Minute Press		6,394.50	In Transit
10/07/2022	10386--Oakland Press		737.20	In Transit
10/07/2022	10280--Alan C. Young & Assoc.		6,300.00	In Transit
10/07/2022	10473--Xemplar Club		150.00	In Transit
10/07/2022	10475--National Communications Corporation		60,000.00	In Transit
10/07/2022	10054--Schindler Elevator Corp		889.02	In Transit
10/07/2022	10054--Schindler Elevator Corp		2,158.79	In Transit
10/07/2022	10054--Schindler Elevator Corp		4,375.96	In Transit
10/07/2022	10203--Farmington/Farmington Hills Breakfast Optimist Club		25.00	In Transit
10/07/2022	10008--Amazon		198.15	In Transit
10/07/2022	10004--Ingram Library Services		80.19	In Transit
10/07/2022	10099--The New York Times		4,170.40	In Transit
10/07/2022	10000--Baker & Taylor Inc		3,628.65	In Transit
10/07/2022	10082--OverDrive, Inc		1,742.74	In Transit
10/13/2022	10025--Danboise Mechanical Inc		395.00	In Transit
10/13/2022	10476--ElectroCycle, Inc.		410.00	In Transit
10/13/2022	10378--Merritt Cieslak Design		1,500.00	In Transit
10/13/2022	10016--Advanced Pest Control		149.00	In Transit
10/13/2022	10201--Plante Moran		6,063.50	In Transit
10/13/2022	10041--Naeir		38.50	In Transit
10/13/2022	10010--McCoy Maintenance Inc		10,065.00	In Transit
10/13/2022	10026--FJ Lafontaine & Sons Landscaping		1,498.00	In Transit
10/13/2022	10002--Farmington Community Library		20.00	In Transit
10/13/2022	10002--Farmington Community Library		10,000.00	In Transit
10/14/2022	10106--AT&T Long Distance		(24.56)	In Transit
10/19/2022	10477--Alexandra Page		300.00	In Transit
10/19/2022	10478--Jeffrey Morrison		300.00	In Transit
10/20/2022	10082--OverDrive, Inc		3,000.00	In Transit
10/21/2022	10321--BookPage		1,296.00	In Transit
10/21/2022	10471--Bloomberg Businessweek		149.00	In Transit
10/21/2022	10008--Amazon		38.74	In Transit
10/21/2022	10278--World Trade Press		6,420.00	In Transit
10/21/2022	10023--Witt Mechanical, Inc		258.00	In Transit
10/21/2022	10074--Library Design Associates Inc.		315.00	In Transit
10/21/2022	10481--Ozo Edu, Inc.		350.00	In Transit
10/21/2022	10268--Blackbaud, Inc.		1,409.86	In Transit
10/21/2022	10000--Baker & Taylor Inc		1,188.73	In Transit
10/21/2022	10045--Discount School Supply		199.95	In Transit

Farmington Community Library Check Register

Date	Payee	Document No	Amount Cleared
10/21/2022	10033--Demco Inc.		121.03 In Transit
10/21/2022	10143--Blue Care Network		25,535.28 In Transit
10/21/2022	10079--Midwest Tape Hoopla		8,472.95 In Transit
10/21/2022	10008--Amazon		29.89 In Transit
10/21/2022	10141--Benistar/UA-6803		12,901.00 In Transit
10/21/2022	10147--EHIM		663.92 In Transit
10/21/2022	10482--Lynn Cohen		39.55 In Transit
10/21/2022	10016--Advanced Pest Control		119.00 In Transit
10/21/2022	10370--Mergent		908.00 In Transit
10/21/2022	10029--Unique		129.40 In Transit
10/21/2022	10035--The Library Network		10,268.50 In Transit
10/21/2022	10004--Ingram Library Services		274.12 In Transit
10/21/2022	10037--Dorothy Hinton		240.00 In Transit
10/21/2022	10282--Melanie Allbery		154.00 In Transit
10/21/2022	10022--Tech Logic		2,025.00 In Transit
10/21/2022	10480--Decra-Scape, Inc.		1,550.00 In Transit
10/21/2022	10082--OverDrive, Inc		5,018.42 In Transit
10/21/2022	10011--Midwest Tape		805.38 In Transit
10/21/2022	10011--Midwest Tape		4,161.94 In Transit
10/21/2022	10228--Waug's Electric Service, Inc.		1,567.00 In Transit
10/21/2022	10000--Baker & Taylor Inc		11,155.68 In Transit
	Total for Bill.com Clearing		<u>232,247.71</u>
10/11/2022	10125--Mejishi Martial Arts	2/10/	300.00 10/31/2022
10/11/2022	10014--T-Mobile		1,175.76 10/31/2022
10/11/2022	10009--Consumers Energy		106.73 10/31/2022
10/11/2022	10006--Bright House Networks		123.99 10/31/2022
10/12/2022	10009--Consumers Energy		387.87 10/31/2022
10/13/2022	10019--Clear Rate Communications		437.17 10/31/2022
10/16/2022	10330--Comerica Commerical Card Services		2,414.79 10/31/2022
10/19/2022	10005--DTE Energy		4,494.34 10/31/2022
10/20/2022	10005--DTE Energy		14,867.56 10/31/2022
10/24/2022	10003--AT&T		114.78 10/31/2022
10/24/2022	10003--AT&T		742.21 10/31/2022
	Total for Comerica - 4744		<u>25,165.20</u>

Motion Required:

I move that the Board approve the expenditures as presented

GRAND TOTAL: \$358,228.56

Farmington Community Library
Comparative Balance Sheet
As of October 31, 2022

	PERIOD ENDED 06/30/2022	PERIOD ENDED 10/31/2022
Assets		
Cash & Cash Equivalents		
000001 - General Checking - Comerica	337,467.59	438,248.20
000004 - Petty Cash	1,260.00	1,260.00
000007 - Payroll Checking - Comerica	287,683.00	517,768.55
000011 - Millage Money Market - Comerica	5,553,236.99	7,389,900.80
Total Cash & Cash Equivalents	6,179,647.58	8,347,177.55
Other Assets		
000018 - Accounts Receivable	201,091.23	0.00
000040 - Accounts Receivable - Metro Net	0.00	6,420.00
000042 - Accounts Receivable - Friends	52,330.24	50,489.37
000043 - Accounts Receivable - Interlibrary Loan	65.69	0.00
000123 - Prepaid Expense	138,479.16	0.00
Total Other Assets	391,966.32	56,909.37
Total Assets	6,571,613.90	8,404,086.92
Liabilities and Equity		
Liabilities		
Current Liabilities		
000202 - Accounts Payable	90,571.78	70,272.80
000203 - Manual Accounts Payable	21,536.85	0.00
000209 - Friends of Library - Book Sale	0.00	1,300.00
000216 - Due to Other Governments	17,886.52	17,886.52
000257 - Accrued Payroll	88,025.87	0.00
000258 - Section 125- Medical Reimbrsmt	316.41	592.82
Total Current Liabilities	218,337.43	90,052.14
Long Term Liabilities		
000331 - Unemployment Liability	398,452.50	398,452.50
000339 - Unearned Revenues	52,330.24	26,358.46
Total Long Term Liabilities	450,782.74	424,810.96
Total Liabilities	669,120.17	514,863.10
Equity		
000390 - Fund Balance	5,054,919.00	5,902,493.73
Total Equity	5,054,919.00	5,902,493.73
Net Income Current Period	847,574.73	1,986,730.09
Total Liabilities and Equity	6,571,613.90	8,404,086.92

Farmington Community Library Revenue and Expenditure Report As of October 31, 2022

	Year Ending 06/30/2022	Year Ending 06/30/2023	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET
Revenue			
000404 - Summer Tax Revenue - Hills	3,489,180.01	3,690,852.00	3,690,852.00
000405 - Summer Tax Revenue - City	346,061.85	382,464.00	382,464.00
000406 - Winter Tax Revenue - Hills	2,016,734.06	2,161,003.00	2,161,003.00
000407 - Winter Tax Revenue - City	201,313.60	223,934.00	223,934.00
000410 - Delinquent Taxes	83,887.05	16,250.00	16,250.00
000450 - MI Special Assmt/replaced PPT	318,927.41	315,945.00	315,945.00
000539 - State Penal Fine Revenue	142,826.50	159,115.00	143,000.00
000540 - State Aid - Farmington Library	93,941.54	78,155.00	94,000.00
000541 - Grant Revenue	5,078.00	785.00	785.00
000602 - Auditorium Fees	9,820.00	15,000.00	15,000.00
000603 - Metro Net Agency Fee	10,000.00	10,000.00	10,000.00
000642 - Copy Vending Machine Revenue	24,650.40	32,150.00	32,150.00
000643 - Snack Vending Machines Revenue	1,733.77	45.00	1,750.00
000644 - Paver Sales	1,200.00	125.00	125.00
000646 - Memorial & Gifts Revenue	12,640.84	11,700.00	11,700.00
000655 - Fines, Fees & Lost Book	5,750.64	6,400.00	6,400.00
000665 - Interest	3,693.49	3,700.00	3,700.00
000670 - Interest - Gift Fund only	5.03	30.00	0.00
000671 - Other Misc Revenue	20,295.36	26,280.00	26,280.00
000674 - Gifts From Friends of Library	149,171.59	80,000.00	80,000.00
Total Revenue	6,936,911.14	7,213,933.00	7,215,338.00
Expenses			
Payroll and Related Expenses			
000702 - Salaries & Wage Expense	2,259,287.80	2,881,608.00	2,881,608.00
000709 - Employers FICA expense	163,395.91	220,805.00	220,805.00
000723 - OPEB Expense	61,504.75	143,200.00	143,200.00
000724 - Retiree Health Ins	140,918.64	149,200.00	149,200.00
000725 - Dental, Optical, & Hearing	15,844.21	30,000.00	30,000.00
000726 - Hospitalization Insurance	262,691.05	327,900.00	327,900.00
000727 - Group Life - Mutual of Omaha	14,282.68	21,200.00	21,200.00
000728 - Retirement Fund - Employers	263,828.45	290,816.00	311,500.00
Total Payroll and Related Expenses	3,181,753.49	4,064,729.00	4,085,413.00
Other Expenses			
000750 - Office Supplies	12,669.09	20,000.00	20,000.00
000752 - Operating Supplies	23,254.60	24,450.00	26,450.00
000754 - Vending Equipment & Supplies	6,031.23	24,500.00	24,500.00
000791 - Newspapers & Periodicals	35,980.95	38,000.00	38,000.00
000801 - Professional Services	230,342.38	275,000.00	275,000.00

**Farmington Community Library
Revenue and Expenditure Report
As of October 31, 2022**

	Year Ending 06/30/2022	Year Ending 06/30/2023	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET
000802 - Friends - Credit Crd pass thru	0.00	0.00	0.00
000850 - Telephone	20,075.50	20,460.00	20,460.00
000851 - Postage	2,551.68	7,000.00	7,000.00
000860 - Transportation	3,008.72	1,090.00	5,000.00
000880 - Programming & Publicity	7,030.92	15,000.00	65,000.00
000900 - Processing	36,491.80	52,000.00	52,000.00
000901 - Gift Fund Purchases	7,268.41	0.00	0.00
000902 - Friends Gift Purchases	90,779.67	80,000.00	80,000.00
000911 - Training & Conferences	11,975.77	23,000.00	23,000.00
000915 - Memberships	6,955.19	18,100.00	18,100.00
000918 - Water	27,711.94	37,250.00	37,250.00
000920 - Electricity	191,833.79	188,000.00	188,000.00
000921 - Heat	27,008.46	26,000.00	26,000.00
000925 - Landscaping /Snow Removal	43,271.53	39,500.00	45,000.00
000930 - Maintenance/Repairs	35,264.73	47,000.00	47,000.00
000931 - Repairs & Maintenance Supplies	20,363.03	69,000.00	69,000.00
000934 - Maintenance Contracts	231,466.84	300,000.00	300,000.00
000935 - Insurance & Bonds	80,628.00	76,620.00	76,620.00
000949 - Technology Upgrades	29,404.50	155,000.00	155,000.00
000950 - E Library Cataloging (OCLC)	21,174.80	21,175.00	22,175.00
000955 - Miscellaneous	55,579.20	7,000.00	7,000.00
000957 - COVID-19	10,202.54	10,000.00	10,000.00
000975 - Building & Improvements	229,173.43	320,000.00	320,000.00
000980 - Furniture/Furnishings	1,802.31	60,000.00	60,000.00
000981 - Vehicle	1,303.46	1,600.00	1,600.00
000982 - Books	239,059.45	278,000.00	278,000.00
000983 - eBooks	0.00	100,000.00	100,000.00
000984 - Software	27,989.85	75,000.00	75,000.00
000985 - Equipment	12,507.95	70,525.00	195,525.00
000986 - Computers	33,916.25	35,000.00	35,000.00
000987 - Integrated Library System	107,008.08	189,000.00	189,000.00
000988 - Audio Visual	34,284.60	55,000.00	55,000.00
000989 - Information Resources	238,306.67	219,400.00	238,000.00
000990 - Video/ DVD/ Movie Collection	58,381.08	68,450.00	68,450.00
000991 - TLN (formerly Metro Net)	24,738.52	36,500.00	36,500.00
000993 - Interest Expense	1,462.00	0.00	1,470.00
000994 - Principal Expense	11,738.00	0.00	11,750.00
Total Other Expenses	2,289,996.92	3,083,620.00	3,302,850.00
Total Expenses	5,471,750.41	7,148,349.00	7,388,263.00

Farmington Community Library
 Revenue and Expenditure Report
 As of October 31, 2022

	Year Ending 06/30/2022	Year Ending 06/30/2023	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET
Transfers			
000699 - Transfer in	0.00	0.00	125,000.00
000995 - Transfer out	(617,586.00)	(65,584.00)	(52,075.00)
Total Transfers	(617,586.00)	(65,584.00)	72,925.00
Total Revenue in Excess of Expenses	847,574.73	0.00	(100,000.00)

Farmington Community Library
 Comparative Balance Sheet
 As of October 31, 2022

	PERIOD ENDED 06/30/2022	PERIOD ENDED 10/31/2022	
Assets			
Cash & Cash Equivalents			
000017 - Library Endowment Fund	346,623.39	344,882.23	-
Total Cash & Cash Equivalents	346,623.39	344,882.23	-
Total Assets	346,623.39	344,882.23	-
Liabilities and Equity			
Equity			
000375 - Fund Balance - Restricted - Farmington Branch	100,000.00	100,000.00	
000380 - Fund Balance - Committed - future endowments	252,745.48	246,623.39	
Total Equity	352,745.48	346,623.39	-
Net Income Current Period	(6,122.09)	(1,741.16)	
Total Liabilities and Equity	346,623.39	344,882.23	-

Endowment Fund

Farmington Community Library
Revenue and Expenditure Report
As of October 31, 2022

Revenue
 000669 - Investment Gain Loss
Total Revenue
Total Revenue in Excess of Expenses

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Farmington Community Library
 Comparative Balance Sheet
 As of October 31, 2022

	PERIOD ENDED 06/30/2022	PERIOD ENDED 10/31/2022
Assets		
Cash & Cash Equivalents		
000011 - Millage Money Market - Comerica	2,920,151.25	2,798,883.25
Total Cash & Cash Equivalents	<u>2,920,151.25</u>	<u>2,798,883.25</u>
Total Assets	<u>2,920,151.25</u>	<u>2,798,883.25</u>
Liabilities and Equity		
Equity		
000390 - Fund Balance	2,301,369.79	2,920,151.25
Total Equity	<u>2,301,369.79</u>	<u>2,920,151.25</u>
Net Income Current Period	618,781.46	(121,268.00)
Total Liabilities and Equity	<u>2,920,151.25</u>	<u>2,798,883.25</u>

Farmington Community Library
 Revenue and Expenditure Report
 As of October 31, 2022

Year Ending 06/30/2022 END BALANCE	Year To Date 10/31/2022 YTD BALANCE
1,195.46	3,732.00
1,195.46	3,732.00
617,586.00	0.00
0.00	(125,000.00)
617,586.00	(125,000.00)
618,781.46	(121,268.00)

ases

Balance	Current Rate	Current Month Interest	Current Month Gain/Loss on Investment	YTD Interest Income & Gain/Loss on Investment (by Calendar Year)	Investment Type	GL Acct
10,582,084.50	0.75%	3,797.52	-	9,131.24	Money Market	000011
344,882.23	N/A	-	(1,958.96)	(7,810.94)	Investment	000017
<u>10,926,966.73</u>				<u>1,320.30</u>		

Farmington Community Library Output Statistics - October 2022

Circulation Services	Oct 2022	Oct 2021	Change	This YTD	Last YTD	Change
Liberty Street	18,716	13,702	5,014	75,062	70,606	4,456
12 Mile	44,768	22,413	22,355	185,953	143,565	42,388
eBooks	10,751	9,131	1,620	44,321	34,989	9,332
Total Circulation	74,235	45,246	28,989	305,336	249,160	56,176
Self-Service Components of Total Library Circulation:						
Circulation via Website	761	1,177	(416)	3,213	3,210	3
Circulation via Self Check	18,733	16,538	2,195	78,000	61,585	16,415
Self-Service % of Total Circls	26.26%	39.15%	-12.89%	26.60%	26.01%	0.59%
Door Counter	Oct 2022	Oct 2021	Change	This YTD	Last YTD	Change
Liberty Street	7,145	7,121	24	28,165	27,530	635
12 Mile	18,085	15,591	2,494	71,308	54,523	16,785
Total Library Visitors	25,230	22,712	2,518	99,473	82,053	17,420

Information Services	Oct 2022	Oct 2021	Change	This YTD	Last YTD	Change
Online Chat	66	89	(23)	231	220	11
eMail	874	343	531	2,027	1,454	573
Liberty Street Phone	769	538	231	3,357	2,465	892
Liberty Street In-Person	4,580	2,386	2,194	18,215	10,627	7,588
Liberty Street Total	5,349	2,924	2,425	21,572	13,092	8,480
12 Mile Phone	1,026	977	49	4,583	3,191	1,392
12 Mile In-Person	4,802	3,134	1,668	19,289	12,885	6,404
12 Mile Total	5,828	4,111	1,717	23,872	16,076	7,796
Total Library Use	12,117	7,467	4,650	47,702	30,842	16,860

Electronic Services	Oct 2022	Oct 2021	Change	This YTD	Last YTD	Change
PC and Wireless Logins:						
Liberty Street Public Computers	1,196	1,168	28	5,165	4,174	991
12 Mile Public Computers	1,897	1,502	395	7,394	5,374	2,020
Public Computer Total	3,093	2,670	423	12,559	9,548	3,011
Liberty Street Wireless	17,833	12,877	4,956	51,415	40,468	10,947
12 Mile Wireless	36,974	16,846	20,128	138,065	54,703	83,362
Wireless Total	54,807	29,723	25,084	189,480	95,171	94,309
Total Computer Use	57,900	32,393	25,507	202,039	104,719	97,320
Web Pages Viewed:						
Adult, Teens & Children's Pages	59,701	86,911	(27,210)	349,535	299,260	50,275
Catalog Searches	35,507	61,241	(25,734)	178,120	208,721	(30,601)
Total Web Pages Viewed	95,208	148,152	(52,944)	527,655	507,981	19,674

Programs	Oct 2022	Oct 2021	Change	This YTD	Last YTD	Change
Programs	130	77	53	338	239	99
Attendance	6,578	3,438	3,140	13,096	9,003	4,093